

# Agenda Item Form

Agenda Date: NOV 2, 2004

Districts Affected: 1

Dept. Head/Contact Information: Byron E. Johnson

## Type of Agenda Item:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resolution                                  | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements                  | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                 |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use                | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements                       | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input type="checkbox"/> Other _____                                 |   |  |

## Funding Source:

- ☒ General Fund  
☐ Grant (duration of funds: \_\_\_\_\_ Months)  
☐ Other Source: \_\_\_\_\_

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): None      ☐ Approved      ☐ Denied

Timeline Priority: ☒ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Janitorial Services - Doris Van Doren Regional Library

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

\_\_\_\_\_

## Statutory or Citizen Concerns:

\_\_\_\_\_

## Departmental Concerns:

\_\_\_\_\_

DATE: October 21, 2004  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313  
THRU: Aurora Wells  
Interim Bid Clerk ext. 4038



Please place the following item on the **CONSENT** agenda for the Council Meeting of **NOVEMBER 2, 2004.**

Item should read as follows:

<u>Solicitation No.</u>	<u>2004-242</u>	<u>Janitorial Services – Doris Van Doren Regional Library</u>
<u>Award to:</u>	<u>The Eagle Janitorial Services</u>	
	<u>El Paso, TX</u>	
<u>Item (s):</u>	<u>1</u>	
<u>Amount:</u>	<u>\$19,314.00 (yearly)</u>	
<u>Department:</u>	<u>Municipal Services, Maintenance Dept.</u>	
<u>Funds available:</u>	<u>31010326-01101-502206</u>	
<u>Funding source:</u>	<u>Operating Account,</u>	
	<u>Janitorial Maintenance Services Contract</u>	
<u>Total award:</u>	<u>\$57,942.00</u>	
<u>District (s):</u>	<u>1</u>	

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement meeting specifications.

This is a thirty-six (36) month contract with no option to extend the term of this contract; but may be placed on a month-to-month basis, if necessary, not to exceed six months, pending bidding/proposal and formal award of a new Contract. Additionally, The Eagle Janitorial Services offers a 3% 20 days prompt payment discount.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **NOVEMBER 2, 2004**  
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PROJECT FORM

DATE: October 21, 2004

PROJECT: JANITORIAL SERVICES – DORIS VAN DOREN REGIONAL LIBRARY  
BID NO: 2004-242 DEPARTMENT: MUNICIPAL SERVICES, MAINTENANCE DEPT.  
BUDGET NO: 31010326-01101-502206  
FUNDING SOURCE: OPERATING ACCOUNT, JANITORIAL MAINTENANCE SERVICES CONTRACT  
REPRESENTATIVE DISTRICT(S): 1

RECOMMENDATION: Vendor: THE EAGLE JANITORIAL SERVICES  
EL PASO, TX  
Item(s): 1  
Amount: \$19,314.00/YR

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement meeting specifications.

This is a thirty-six (36) month contract with no option to extend the term of this contract; but may be placed on a month-to-month basis, if necessary, not to exceed six months, pending bidding/proposal and formal award of a new Contract. Additionally, The Eagle Janitorial Services offers a 3% 20 days prompt payment discount.

BIDS SOLICITED 48 (35 local)  
BIDS RECEIVED 08  
"NO BID" RECEIVED 00

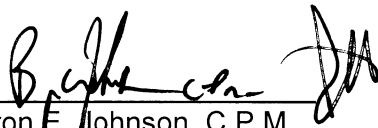
CURRENT TAXES PAID \_\_\_\_\_  
OUT-OF-TOWN- \_\_\_\_\_

TOTAL RECOMMENDED AWARD \$57,942.00

COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK \_\_\_\_\_

APPROVED:

COUNCIL MEETING DATE: NOVEMBER 2, 2004

  
Byron E. Johnson, C.P.M.  
Director of Purchasing

## **Consent Agenda for November 2, 2004**

BID NO.: 2004-242 Janitorial Services  
Doris Van Doren Regional Library

Award to: The Eagle Janitorial Services  
El Paso, TX

Item 1 \$19,314.00/Yr.

This is a thirty-six (36) month contract with no option to extend the term of this contract.

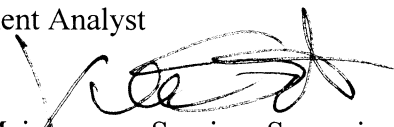
Department: Municipal Services, Building Maintenance  
Funds available: 31010326-01101-502206  
Funding source: Operating Account, Janitorial Maintenance Service Contract  
Total Award: \$57,942.00  
District(s): 8

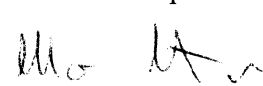


**Municipal Services  
Building Maintenance Division  
1059 Lafayette, Bldg. #3  
Phone: 621-6848 Fax: 621-6849**

October 5, 2004,

TO: Ray Heredia  
Procurement Analyst

THRU: Joe Soto   
Central Maintenance Services Supervisor

FROM: Gabino Cortez Jr.   
Custodial Services Coordinator

SUBJECT: Bid Tabulations for Doris Van Doren Regional Library

After reviewing the bid tabulations, the Building Maintenance Division of Municipal Services is recommending Bid #2004-242 to Eagle Janitorial Services for the rate of \$9.25 hourly, \$1,609.50 monthly and \$19,314.00 yearly with a discount of 3% - 20 days. If there are any questions, feel free to call us at 621-6848.

**SCORING**  
**BID # 2004-242**  
**JANITORIAL SERVICES VAN DOREN REGIONAL LIBRARY**

ITEMS 1		CAREFREE JANITORIAL SVCS		T & S JANITORIAL SVCS		P & S JANITORIAL SVCS		STAR CLEAN M.		PEDUS SERVICE	
CRITERIA	WEIGHT BY %	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST/PRICE	30	5	150	4	120	3	90	2	60	1	30
PERFORMANCE											
CLIENT HISTORY	15	3	45	0	0	3	45	2	30	3	45
REFERENCES	15	4	60	0	0	3	45	4	60	4	60
MEDICAL BENEFITS											
INCENTIVES	15	0	0	0	0	2	30	0	0	0	0
CERTIFICATION											
TRAINING	15	2	30	0	0	1	15	0	0	4	60
COMPLIANCE WITH BID	10	3	30	1	10	2	20	3	30	4	40
<b>TOTAL</b>			<b>315</b>		<b>130</b>		<b>245</b>		<b>180</b>		<b>235</b>
<b>RANK</b>											
			*EXCEPTION* Indemnification Clause								*EXCEPTION* Terms & Conditions

**SCORING**  
**BID # 2004-242**  
**JANITORIAL SERVICES VAN DOREN REGIONAL LIBRARY**

[illegible]

**C & L JANITORIAL SERVICES**  
ATTN: CENSAR PEREZ  
1207 N GRAMA ST.  
EL PASO, TX 79903

**RPM JANITORIAL SERVICES**  
ATTN: RUBEN VALENZUELA/PEDRO  
7717 MONTANA AVE.  
EL PASO, TX 79923

**J B JANITORIAL SERVICES**  
ATTN: JORGE TELLEZ JR.  
12341 ANGIE BOMACH AVE.  
EL PASO, TX 79927

**SPEEDY CLEAN MAINTENANCE SVS**  
ATTN: DEADRA MINIFEE  
11317 LAKE GENEVA DR.  
EL PASO, TX 79936

**AJ MAINTENANCE SERVICE**  
8057 BOWEN ROAD  
EL PASO, TX 79915-4701

**DJ'S JANITORIAL SERVICES**  
ATTN: RAUL DELGADO  
P O BOX 370305  
EL PASO, TX 79937-0305

**TOTAL CLEANING SERVICES**  
ATTN: RAUL TORRES  
1026 NAVARRETTE  
EL PASO, TX 79907

**PEDUS SERVICE**  
2424 E BROADWAY, SUITE 100  
TUCSON, AZ 85719

**TORRES JANITORIAL**  
1667 BRYAN RAY  
EL PASO, TX 79936

**PEDUS BLDG SERVICES**  
ATTN: PETER STUVEN  
303 TEXAS AVENUE #706  
EL PASO, TX 79901

ATTN: LUPE FERNANDEZ  
**ENTRUST ONE FACILITY SERVICES**  
11880 GREENVILLE AVE STE 108  
DALLAS, TX 75243

**B J JANITORIAL**  
ATTN: MANUEL SAENZ  
2007 HAPPER ST  
EL PASO, TX 79903

**IMMACULATE JANITORIAL**  
8913 MT. DELANO  
EL PASO, TX 79904

**PJS**  
ATTN: MARISELA VELEZ  
2110 WYOMING A VENUE  
EL PASO, TX 79903

**NY JANITORIAL ENTERPRISE**  
ATTN: ELIZABETH MELENDEZ  
3620 NATIONS AVE.  
EL PASO, TX 79930

**JAMES ENTERPRISE**  
ATTN: JOANNA JAMES  
605 CEDAR ST.  
CEDAR HILL, TX 75104

**MASTERCLEAN**  
ATTN: ROBERTO O. VEGA  
11879 SCOTT SIMPSON  
EL PASO, TX 79936

**CARRANCO PRODUCTS**  
ATTN: SERGIO CARRANCO  
3733 SHELL, SUITE A  
EL PASO, TX 79925

**EXECUTIVE MAINTENANCE**  
ATTN: LUIS HERNANDEZ  
4305 LOMA DE ORO  
EL PASO, TX 79934

**CONSOLIDATED CUSTODIAL SVS**  
ATTN: MARTHA MARQUEZ  
133 WYATT DRIVE, SUITE 9  
LAS CRUCES, NM 88005

**MARCIS & ASSOCIATES**  
ATTN: MELISSA CISNEROS  
P O BOX 11175  
SPRING, TX 77391

**ARREOLA'S JANITORIAL**  
5401 LACKLAND  
EL PASO, TX 79904

**THE EAGLE JANITORIAL SERVICES**  
ATTN: FRANK CORRAL  
2919 AURORA AVE.  
EL PASO, TX 79930

**MAHEIR JANITORIAL SERVICES**  
ATTN: HECTOR RODRIGUEZ  
12156 YVONNE RICHARDSON AVE.  
EL PASO, TX 79936

**ADEFTO BUILDING & GROUND SVS**  
ATTN: E J OVERTON  
7740 MUSTANG AVE.  
EL PASO, TX 79915

**MARTINEZ JANITORIAL SERVICES**  
ATTN: ALFREDO MARTINEZ  
953 GERONNE DR.  
EL PASO, TX 79907

**ANNA'S CLEANING SERVICE**  
ATTN: ANA FIERRO  
12862 CHAUCER RD.  
EL PASO, TX 79927

**PES JANITORIAL SERVICES**  
ATTN: VIRGINIA SANCHEZ  
12138 VALLEY QUAIL  
EL PASO, TX 79936

**GLOBAL CLEAN**  
ATTN: JORGE GONZALEZ  
3737 N MESA, SUITE D1 PMB 105  
EL PASO, TX 79902

**SAN MARCOS ENTERPRISES**  
ATTN: HUMBERTO HERNANDEZ  
28 SAN MARCOS  
EL PASO, TX 79922

**THE ODD MAN SERVICES**  
ATTN: HECTOR HERNANDEZ  
208 B. POLO INN  
EL PASO, TX 79915

**P & S JANITORIAL SERVICES**  
ATTN: VIRGINIA SANCHEZ  
12158 VALLEY QUAIL  
EL PASO, TX 79936

**ALICANTE JANITORIAL SERVICES**  
ATTN: ALEJANDRO BALTAZAR  
518 RIVER VIEW  
EL PASO, TX 79915



ATTN: ERICH HUNTER  
CMC & MAINTENANCE, INC.  
4 UNION STREET SUITE 24  
BANGOR, ME 04401

ATTN: TOM D. DICHIRICO  
U. S. METRO GROUP, INC.  
3700 WILSHIRE BLVD. SUITE 1070  
LOS ANGELES, CA 90010

CAREFREE JANITORIAL  
ATTN: CARMEN RUBIO  
12264 CHISHOLM PASS DR.  
EL PASO, TX 79936

ATTN: JIM CHOLLEY  
ORGANIZED MAINTENANCE SERVICES, INC.  
P. O. BOX 161716  
FORT WORTH, TX 76161

ATTN: LUPE FERNANDEZ  
ENTRUST ONE  
11880 GREENVILLE AVE SUITE 108  
DALLAS, TX 75243

ATTN: DANNETTE HEETH  
SUPERIOR BUILDING SERVICES  
15565 WRIGHT BROTHERS  
ADDISON, TX 75001-4274

T & S JANITORIAL SERVICES  
6017 POMPELL  
EL PASO, TX 79924

STAR-CLEAN  
ATTN: ARTURO RUBIO  
8120 ROGERS  
EL PASO, TX 79907

WESTERN JANITORIAL SERVICE, INC.  
ATTN: SAL ESPINOZA  
2124 MONTANA  
EL PASO, TX 79903

ATTN: ALFREDO GONZALEZ  
S.A.N.A. PROFESSIONAL CLEANING  
SERVICES  
4922 HONDO PASS SUITE B  
EL PASO, TX 79924

ATTN: P.C. PERRY  
MTM CONTRACTORS  
P.O. BOX 370238  
EL PASO, TX 79937

KLEEN-TECH SERVICES CORP.  
ATTN: SASHA SILVA  
7100 N BROADWAY 6-L  
DENVER, CO 810221

ATTN: BILL FARAJ  
FIRST CLASS MAINTENANCE  
SYSTEMS, LLC  
1990 W. CAMELBACK RD STE 203  
PHOENIX, AZ 85015  
ATTN: ALFONSO SANDOVAL  
CLEAN WINDOWS 'N' MORE  
7225 IMPERIAL RIDGE  
EL PASO, TX 79912

BID INFORMATION SERVICE  
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER  
PO BOX 5600  
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE  
2829 MONTANA AVE, B-100  
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER  
CLASSIFIED/LEGAL SECTION  
PO BOX 20  
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER  
4791 N. MESA  
EL PASO, TX 79902

SAM'S CLUB  
7970 NORTH MESA  
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION  
PO BOX 3612  
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY  
2626 NORTHEAST #103  
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901